

Episodes of Care Report Access & Troubleshooting Tips

January 2023

Background & Contents

Beginning October 1, 2022 all Episodes of Care Principal Accountable Provider (PAP) reports are accessed through the Provider Network Module (PNM).

The PNM provides access to the MITS Haven site, where reports are hosted.

This guide includes:

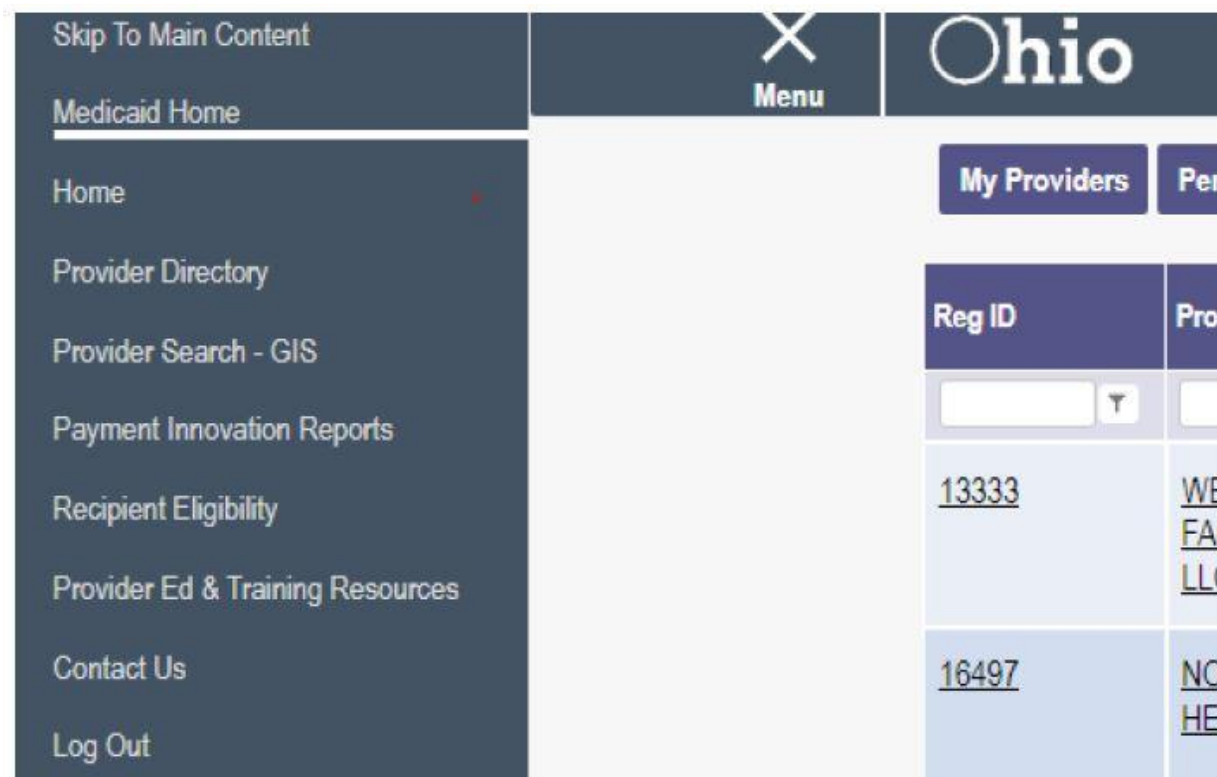
- **Step-by-Step Tutorial:**
 - » How to access, search, and select Episodes of Care reports in the PNM
- **Troubleshooting Tips:**
 - » I cannot access the PNM
 - » I cannot access Episodes reports in the PNM
- **Additional PNM Resources**

Step-by-Step Report Access Tutorial

Accessing Episodes of Care Reports

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1. Log into the [PNM](#).
2. Click on the “**Menu**” icon in the top left corner of the PNM landing page.
3. Click on the “**Payment Innovation Reports**” link* in the drop-down menu list.



*This link may also be used to access all other Alternative Payment Model (APM) reports including Comprehensive Primary Care (CPC) and Comprehensive Maternal Care (CMC) reports.

Accessing Episodes Reports

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After clicking the Payment Innovation Reports link, users are transported to the MITS Haven subsystem in real time.

Click on the “**Payment Innovation Reports**” link from the list on the Haven MITS subsystem page.

A screenshot of a web application interface. At the top, there is a navigation bar with a home icon and three links: 'Payment Innovation Reports', 'Episode Claim Search', and 'CPC Performance'. Below this, the main heading is 'Payment Innovation'. Under the heading, it says 'Please select one of the panel options'. There is a list of three options: 'Payment Innovation Reports', 'Episode Claims', and 'CPC Performance'. The 'Payment Innovation Reports' option is highlighted with a light blue background. A red arrow from the text on the left points to this option.

Payment Innovation Reports Episode Claim Search CPC Performance

Payment Innovation

Please select one of the panel options

- Payment Innovation Reports
- Episode Claims
- CPC Performance

Searching for Episodes Reports

(3 of 4)

Users have the option to search for the two Episodes report selections listed below:

1. The Episodes Reports Summary (PDF) and Patient Detail Data (csv)
- or-**
2. The Episodes Reports Summary (PDF) Only

Report*

- Select a report type -

- Select a report type -
- CMC (COMPREHENSIVE MATERNAL CARE) REPORTS
- CMC QUARTERLY ATTRIBUTION FILE (CSV)
- CPC (COMPREHENSIVE PRIMARY CARE REPORTS)
- EPISODE REPORTS SUMMARY (PDF) AND PATIENT DETAIL DATA(CSV)
- EPISODE REPORTS SUMMARY DATA(PDF) ONLY
- MCP BH QUARTERLY ATTRIBUTION FILE(CSV)
- MCP EPISODE REPORTS SUMMARY (PDF) AND PATIENT DETAIL DATA(CSV)
- MCP PAP SPEND CURVE (PDF)
- MCP PAP SUMMARY (CSV)
- MCP SUMMARY STATISTICS REPORT(EXCEL)
- QBHE QUARTERLY ATTRIBUTION FILE(CSV)
- QBHE QUARTERLY PROVIDER PERFORMANCE REPORT (PDF) AND MEMBER FILE (CSV)

Users can search Episodes reports by entering the desired time frame or by leaving the date ranges blank.

Date Available Between

eg: 01/01/2020

and

eg: 12/31/2020

Tip: All available reports, including historical reports, will be listed if the date ranges are left blank.

Selecting Episodes Reports

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Tip: Use the arrows (↓↑) in the column headers to recategorize reports by type, date, format, etc.

Once the “**Report Search Results**” are returned, click on the row listing the desired report to download the file.

Report Search Results						
Document ID ↓↑	Report Type ↓↑	Effective Date ↓↑	End Date ↓↑	Release Quarter ↓↑	Report Format ↓↑	Date Available ↓↑
	ACUTE ASTHMA EXACERBATION	01/01/2020	12/31/2020	NOV, 2021	SUMMARY	01/21/2022
	ACUTE COPD EXACERBATION	01/01/2020	12/31/2020	NOV, 2021	SUMMARY	01/21/2022
	ACUTE PERCUTANEOUS CORONARY INTERVENTION	01/01/2020	12/31/2020	OCT, 2021	SUMMARY	01/21/2022
	ANKLE SPRAIN/STRAIN	01/01/2020	12/31/2020	OCT, 2021	SUMMARY	01/21/2022
	BREAST BIOPSY	01/01/2020	12/31/2020	JAN, 2022	SUMMARY	01/21/2022
	CARDIAC VALVE	01/01/2020	12/31/2020	OCT, 2021	SUMMARY	01/21/2022
	CHOLECYSTECTOMY	01/01/2020	12/31/2020	NOV, 2021	SUMMARY	01/21/2022
	COLONOSCOPY	01/01/2020	12/31/2020	NOV, 2021	SUMMARY	01/21/2022

Reports can be downloaded, saved, and/or printed for your convenience.

Troubleshooting Tips

ISSUE #1: I cannot log into the PNM

Each User must
have an **OH|ID**
in order
to access the PNM
beginning
October 1, 2022.

How to create an OH|ID:

- Go to myohio.gov and select "Create Account"
- Fill in the appropriate fields with user information and create your account.
- An email confirmation will be sent following registration.
- Once you have logged in, please fill in the required fields with the correct security information and address any error messages that appear if you complete the security questions unsuccessfully.
- Make sure to fully complete the process!

ISSUE #2: I have an OH | ID and can log into the PNM, but cannot access Episodes reports via the “Payment Innovation Reports” link

PNM users must have the proper **PNM access roles** to view Episodes and other APM reports.

See the following slide for more direction on assigning roles.

Provider Administrator user roles:

- Only one Administrator for each Medicaid ID is permitted
 - » Administrators can no longer assign Medicaid IDs to themselves
- Automatically have access to all APM reports (including Episodes) for the provider ID(s) they administer in the PNM
- Must assign Provider Agent users to have the “Provider Payment Innovation Reports Agent” role in order to access the APM reports
 - » Please note that user roles did not carry over from MITS

Provider Agent user roles:

- Must be assigned the “Provider Payment Innovation Reports Agent” role to access and view APM Reports by their Provider Administrator for that Medicaid ID
- Contact your Provider Administrator to be assigned this role and obtain access


Assigning Agent User Roles

1. Click on the **Learning Tab**
2. Click on the **“Agent Assignment & Actions”** link to access a Quick Reference Guide:

Quick Reference Guide: Agent Assignment and Actions

Steps:

1



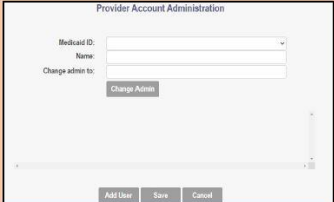
A user with an Administrator role can assign users with an Agent role abilities to complete actions for specific providers (Medicaid IDs).

If you have an Administrator role, to begin this process, click the **Account Administration** button on your homepage/dashboard

2

From the drop-down menu, select the Medicaid ID of the provider for which you want the Agent to complete actions

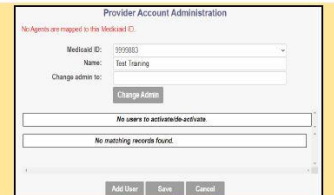
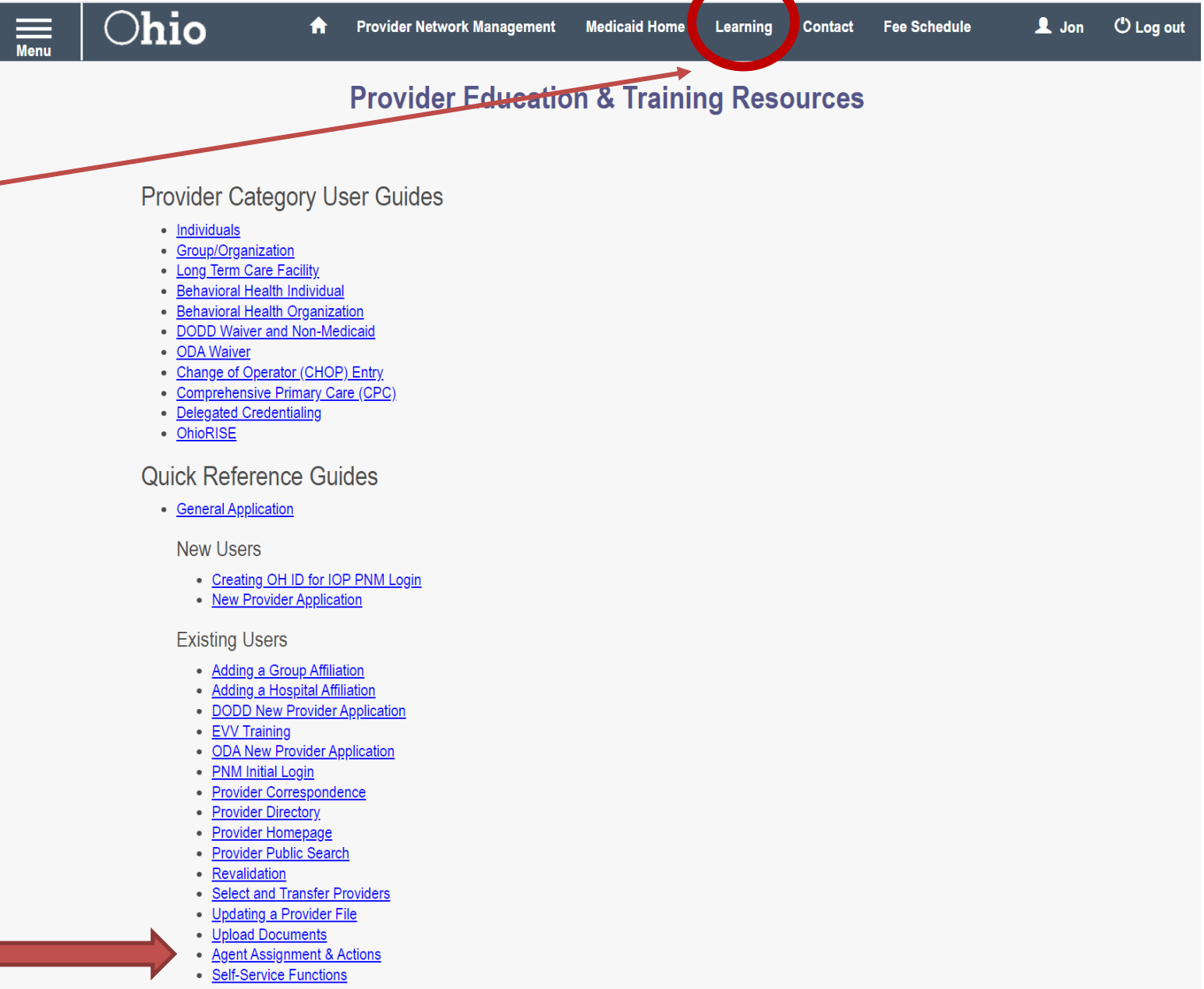
Once a Medicaid ID is selected, the 'Name' line will populate, allowing you to confirm you have selected the correct provider



3

To add a new user with an Agent role, click the **Add User** button at the bottom of the page

Note: The message in red text at the top of the page "No Agents are mapped to this Medicaid ID" will only appear when there are no agents assigned to a provider (Medicaid ID)

Provider Education & Training Resources

Provider Category User Guides

- [Individuals](#)
- [Group/Organization](#)
- [Long Term Care Facility](#)
- [Behavioral Health Individual](#)
- [Behavioral Health Organization](#)
- [DODD Waiver and Non-Medicaid](#)
- [ODA Waiver](#)
- [Change of Operator \(CHOP\) Entry](#)
- [Comprehensive Primary Care \(CPC\)](#)
- [Delegated Credentialing](#)
- [OhioRISE](#)

Quick Reference Guides

- [General Application](#)

New Users

- [Creating OH ID for IOP PNM Login](#)
- [New Provider Application](#)

Existing Users

- [Adding a Group Affiliation](#)
- [Adding a Hospital Affiliation](#)
- [DODD New Provider Application](#)
- [EVV Training](#)
- [ODA New Provider Application](#)
- [PNM Initial Login](#)
- [Provider Correspondence](#)
- [Provider Directory](#)
- [Provider Homepage](#)
- [Provider Public Search](#)
- [Revalidation](#)
- [Select and Transfer Providers](#)
- [Updating a Provider File](#)
- [Upload Documents](#)
- [Agent Assignment & Actions](#)
- [Self-Service Functions](#)

Additional PNM Resources

All PNM Webinars and Trainings for Providers

**Self-paced, virtual and
in-person sessions:**

- ✓ PNM Training
- ✓ SPBM Training
- ✓ Next Gen Provider Overview Webinar
- ✓ SPBM Webinar

**Medicaid Managed Care
provider training webpage:**

<https://managedcare.Medicaid.ohio.gov/providers/provider-webinars-training>

**Absorb, Learning Management
System:**

<https://ohiopnm.myabsorb.com/#/login>

Tip: Missed a session you wanted to attend? Access the recorded version!